

CITY OF KILLEEN

OFF-PREMISE BILLBOARD

2016 REGISTRATION FORM

Sign Address:			Company Name:		
Legal Description:	Lot	Block	Subdivision		
New or Current Owner:	Mailing Address:		Zip	Phone	
E-mail Address:				Fax	
Property Owner:	Mailing Address:		Zip	Phone	
Type of Registration: <input type="checkbox"/> New Registration <input type="checkbox"/> Renewal Registration					
Zoning	Size Type	Face Size	Face Dimensions	OAH	
	<input type="checkbox"/> Small (287 sq ft or less) <input type="checkbox"/> Medium (378 sq ft or less) <input type="checkbox"/> Large (672 sq ft or less)	_____ sq ft	_____ Face height _____ Face width	_____ ft	
				Check all that applies: <input type="checkbox"/> Billboard is combined with on-premise signage <input type="checkbox"/> Billboard is illuminated <input type="checkbox"/> CEVMS	
For Official Use Only: Fee: \$40.00 Permit Number _____ Date _____ Expiration Date: December 31, 2016					
Sign registration is not transferable and in the event of sale of the sign, the buyer and seller shall be jointly responsible to assure the re-registration within 15 days of the sale. Any off-premise sign removed, structurally altered or repaired shall be reported to the building department with 15 days of removal or work. Any off-premise sign not lawfully registered or if registration has lapsed more than 30 days shall be considered <u>abandoned</u> and upon notification by the building official, the property owner shall remove the entire sign assembly with 30 days. All off-premise signs shall be maintained in a safe and structurally sound condition. Signs shall not remain free of advertising copy face for more than 60 consecutive days and shall be kept clean and free of graffiti or outdated commercial or advertising information. The owner of the property on which a sign that does not comply with safety, cleanliness or aesthetic standards is located shall be equally responsible for the condition of the off-premise sign and for the condition of the vicinity of the sign. Any off-premise sign lawfully erected and in existence on the effective date (June 27, 2005) of the ordinance, which does not meet the requirements of the ordinance(s), may be maintained as a matter of right as a legal non-conforming use subject to compliance with the provisions required by Section 31-521. For the purposes of this section the owners of any non-conforming off-premise sign that cannot be altered to conform to all the applicable provisions shall submit a written declaration of non-conforming sign report not later than 90 days after the effective date of the ordinance. I hereby certify that I have read and examined this application and know the same to be true and correct.					
_____ Signature of Owner or Authorized Agent				_____ Date	

P.O. Box 1329, Killeen, TX 76540
 Building Inspections Department
 100 E. Avenue C
 (254) 501-7762 (254) 501-6302 (Fax)